



# Health Department Town of Lebanon

579 Exeter Road, Lebanon, Connecticut 06249

Phone: 860-642-6028, Fax: 860-642-2022

Email: [healthdept@lebanontownhall.org](mailto:healthdept@lebanontownhall.org)

## Temporary Food Service License Application

1) Event: \_\_\_\_\_

Location: \_\_\_\_\_

Date (s): \_\_\_\_\_ Time: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

2) Applicant:

Name of Organization: \_\_\_\_\_

Responsible Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: Daytime: \_\_\_\_\_ Evening: \_\_\_\_\_

Fax: \_\_\_\_\_ Email Address: \_\_\_\_\_

3) List all items on the proposed menu: \_\_\_\_\_

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4) What cooking facilities will be available?

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5) How will potentially hazardous foods be maintained at the proper temperature (below 45 degrees and above 140 degrees)? **A metal stem thermometer is required to monitor temperatures.** \_\_\_\_\_

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6) If the event is more than one day, how will the food be stored overnight? (Location and facilities): \_\_\_\_\_

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7) If food is to be transported, how will this be done? **No potentially hazardous food may be prepared in a home kitchen. All preparation must be done on-site or in an approved, inspected kitchen:** \_\_\_\_\_  
\_\_\_\_\_

8) If food is to be prepared off-site, list all preparation locations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please answer the following questions for food service offered in temporary outdoor food service booths:

9) What hand washing facilities will be available at the food service booth? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10) What will be used to cover the booth? \_\_\_\_\_

11) What flooring will be used in the booth? \_\_\_\_\_

**You will be issued a license upon approval of your application &, if required, an inspection of your booth. You will not be allowed to serve food without first obtaining a license from the Lebanon Health Dept.**

**Commercial vendors based outside the Lebanon Health Dept. must submit a current inspection report from their local health department at least one week prior to the event.**

**The fee for this application remains at \$10 per day. This applies to all vendors, including already licensed restaurants. Please return the application along with the fee to the Lebanon Health Dept. a minimum of two (2) weeks before the event. It is necessary for the Health Dept. to be able to schedule inspectors to work at night or on the weekend to inspect each of these events. Failure to return the application two (2) weeks prior to the event may result in the Health Dept. not issuing a license for the event, in which case it may not be held.**

If you have any questions, please contact the Lebanon Health Dept. at 860-642-6028.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permit # \_\_\_\_\_

Fee: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Cash \_\_\_\_\_ Check # \_\_\_\_\_